



# CITY OF ATLANTA

## Job Announcement

### LAND ACQUISITION MANAGER (Land & Property Utilization Manager)

**STARTING SALARY: \$52,877**

**Salary Grade: 27**

**Applications Accepted From: February 6, 2006 until February 10, 2006**

#### **Minimum Job Requirements \***

Applicants for this position must have a Bachelor's degree in Business/Public Administration, Real Estate or related field required; Master's degree preferred; five years of progressively responsible public service experience involving land acquisition required; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job. Supervisory experience required.

#### **Licenses and Certificates\***

Applicants must possess a valid driver's license at the time of application. A valid Georgia driver's license is required at the time of appointment.

#### **Duties of the Job:**

This employee will manage and administer the daily operations of the Land Acquisition Program. Duties include but are not limited to: supervising staff; directing activities; preparing legislation; directing planning; developing goals and objectives; preparing reports; and processing associated paperwork.

#### **To Apply For This Job**

Applications will be accepted weekdays during the hours 8:30 a.m. - 4:30 p.m., Monday through Friday.

Resumes will not be accepted in lieu of application.

Apply at: Department of Human Resources, 68 Mitchell Street SW, Suite 2120, Atlanta, GA. 30303

Phone: (404) 330-6369 [www.atlantaga.gov](http://www.atlantaga.gov) FAX: (404) 658-6157

#### **Affirmative Action/Equal Opportunity Employer**

The City of Atlanta is an Equal Opportunity Employer and does not discriminate on the basis of Race, Sex, Age, National Origin, Religion, Sexual Orientation or Physical/Mental Disability (Except where physical requirements constitute a bona fide occupational qualification.)

**The hiring authority will contact only those applicants they deem most appropriate for the position within 30 days of the expiration of this bulletin. No other communication will be sent regarding the status of your application.**

**The Examination For This Job Will Consist Of An Evaluation of Applicant Training And Experience.**

\*Verification will be required prior to appointment.